

Job Description

Position Title: *Team Leader – Technical Support*

Responsible to: Manager – Environmental Assurance

Responsible for: Technical Officers
Students
Consultants and Contractors

Relationships: Scientists, technical officers and staff across the Environment Quality group
Regulatory Services group
Other Taranaki Regional Council staff, as required
Other regional and local authority staff
Resource consent applicants, holders and their consultants
General public, iwi/hapū and special interest groups

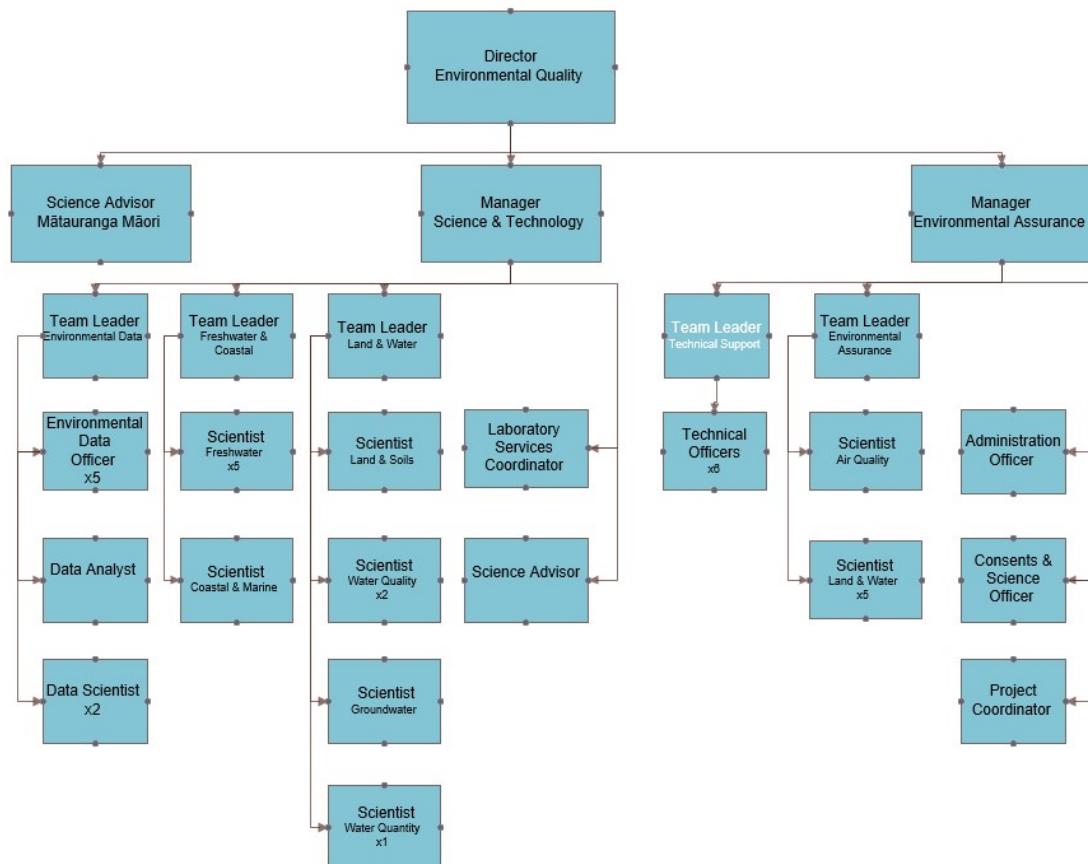
Salary: A market salary for the position will be negotiated, depending on experience, qualifications and aptitude.

Location: Stratford

Job Context: Permanent Full Time

Position Number: TBC

Holder: Vacant



Role of the Team Leader – Technical Support

The Team Leader – Technical Support leads a team of technical officers to deliver a range of environmental monitoring activities to support the delivery of state of environmental and compliance monitoring and reporting programmes, and science research and investigations. This includes co-ordinating and overseeing the delivery of small consent compliance monitoring programmes.

The Team Leader – Technical Support co-ordinates and prioritises the delivery of a range of field monitoring activities undertaken by the Technical Support team, including monitoring of air quality, land and soils, surface and groundwater, coastal and marine environments. A key aspect of this role is working alongside the Team Leader – Environmental Data and Laboratory Services Co-ordinator to develop and implement national environmental monitoring standards and standard operating procedures.

This role provides advice and support to the Manager - Environmental Assurance, and works alongside the Environment Quality leadership team to contribute to and implement the group's strategic and operational plans.

Key Skills

Qualification

- Required: A post-graduate qualification in a relevant discipline or relevant experience.
- Desired: a minimum of two years management experience or be able to demonstrate leadership capabilities in a related role

Knowledge

- High level of professional and technical knowledge of environmental monitoring techniques, data analysis and technical report writing
- Comprehensive understanding of national environmental monitoring standards
- Working knowledge of the Resource Management Act 1991, national policy statements, regulations and standards, and other relevant legislation
- Good computer literacy, including confidence and competence in the use of Microsoft Office products and data management systems
- Understanding and appreciation of Maori culture and spiritual values and protocols

Skills / Experience

- 5+ years relevant experience in environmental and/or compliance monitoring and reporting, preferably in a local government environment
- Experience in a supervisory capacity or people management role, with sound leadership and motivational skills
- Strong organisation and time management skills with an ability to multi-task, delivering complete solutions within agreed timeframes
- Excellent programme and project management skills
- Strict attention to quality control, data management and accurate record keeping
- Able to quickly grasp new processes and technologies
- Strong skills in written and verbal communication, and relationship building
- Ability to think strategically and take a council-wide perspective
- Health and safety practices for field work
- Experience working in isolation, and in and around streams and large rivers and coastal and marine environments, in remote locations

Personal Attributes

- Collaborative leader and team player
- Excellent judgement and initiative, able to make decisions
- Able to quickly build and maintain trust, and influence and negotiate to achieve positive outcomes
- Able to resolve conflict in a positive and productive way
- Results orientated, with finely tuned attention to detail and sound time management
- Innovative and self-motivated, committed to continuous improvement
- Multi-tasker, able to remain calm under pressure
- Open-minded, practical problem solver
- Willingness to adapt
- Customer focused
- Good level of fitness and eyesight

Tasks

- Lead and co-ordinate the delivery of field monitoring for a range of state of environment and compliance monitoring activities including research and investigations, ensuring work programmes are aligned with the goals of the Environment Quality group
- Work with the science and technology and environmental assurance teams to prioritise, plan, schedule and co-ordinate field monitoring activities, ensuring they are delivered with agreed timeframes and budgets
- Provide leadership, support, coaching and mentoring for technical support staff to achieve agreed outcomes, and grow and develop in their roles
- Assist the Manager – Environmental Assurance in developing yearly work programmes, goals, KPI's, financial management and assessing the effectiveness of the work programmes
- In partnership with the Environment Quality leadership team, develop and maintain a training and competency matrix for new and existing staff
- Maintain a team environment that fosters and develops effective working relationships and a high-performance culture
- Identify and communicate opportunities for improvement in environmental monitoring and reporting
- Participate in the sharing of knowledge, advice and support across the wider organisation to deliver on strategies and priorities, promoting consistency, efficiency and innovation in field data collection and environmental monitoring and reporting
- Represent the Council in relevant national forums e.g. workshops, SIG groups, conferences etc.
- Develop and maintain professional networks across all relevant sectors, identifying opportunities to leverage or collaborate on projects that may benefit the Council
- Maintain oversight of best practice and emerging methodologies/technologies in environmental monitoring
- Any other task and duties as required by the Environment Quality Managers, Director – Environment Quality or Chief Executive

Special requirements

- May be required to work outside normal working hours
- Must be able to undertake the physical requirements of the position
- May be required to work with hazardous and toxic materials
- Safety procedures must be adhered to in accordance with the Council's Policies and Procedures
- Current drivers licence

Health and Safety

The Taranaki Regional Council is committed to a process of continuous improvement in order to achieve excellence in the management of health and safety at all of our workplaces. We recognise the positive impact that the values and benefits of enhanced health and safety bring to the organisation, our employees and our communities. There are two key points to health and safety:

- The safety of our people and the communities in which we operate always comes first.
- We are all empowered and expected to challenge any unsafe situation at work.

We will achieve these by:

- Building culture
- Aiming for zero harm
- Taking reasonable practicable steps
- Managing contractors
- Communicate
- Develop knowledge
- Investigate and learn
- Ensure competence to do the job

Mission and Key Messages

Our Mission:

To work for a thriving and prosperous Taranaki by:

- Promoting the sustainable use, development and protections of our natural and physical resources
- Safeguarding Taranaki's people and resources from natural and other hazards
- Promoting and providing for significant services, amenities and infrastructure
- Representing Taranaki's interests and contributions to the regionally, nationally and internationally community

We will do this by leading with responsibility, working cooperatively, encouraging community participation, and taking into account the Treaty of Waitangi.

Our Key Messages:

The Taranaki Regional Council works with the Taranaki community:

- Improving lifestyles
- Supporting livelihoods
- Taking Taranaki forward

Values:

We are committed to:

- Public service
- Service First
- Improving the quality of our performance
- Working safely
- Effective communication and teamwork
- Initiative and the right to make mistakes

- Accountability and results
- Presentation, respect and care
- Job satisfaction